

RECORD OF PROCEEDINGS

Minutes of **Greenfield Township Trustees** *Meeting*

February 9, 2022 - 6:00 PM

The Greenfield Township Trustees met in regular session at the firehouse. Trustee Searle called the meeting to order and led those present in the Pledge of Allegiance. Kent Searle and Lonnie Kosch were present. Dave Cotner was absent.

The minutes from the Trustees' Meeting held on January 26, 2022 were tabled as Trustee Cotner was absent. These will be reviewed at the next meeting on February 23, 2022.

FROM THE FISCAL OFFICER:

Fiscal Officer Wyne distributed financial reports.

Fiscal Officer Wyne advised that January 2022 bank reconciliation has been completed and submitted for the Board's signatures.

Trustee Kosch made a motion to pay the bills associated with warrants 34561 through 34583 and Electronic Debits 07-2022 through 17-2022 which are listed on the payment report; seconded by Trustee Searle.

ROLL CALL: Kosch: Yes Searle: Yes Motion Passed 2-0

Trustee Kosch made a motion to approve the Purchase Orders; Trustee Searle seconded.

ROLL CALL: Kosch: Yes Searle: Yes Motion Passed 2-0

Trustee Kosch made a motion to approve Resolution 2022 02 09 01 for the following transfer of funds:

\$77.00 from fund 2041-410-599-0000 to fund 2041-410-314-0000

Trustee Searle seconded the motion.

ROLL CALL: Kosch: Yes Searle: Yes Motion Passed 2-0

FLOOR:

None

At this time, Trustee Searle noted that Zoning Inspector Barbee and Road & Cemetery Superintendent Tom Shafer are free to leave after presenting their reports at the meeting.

ZONING BUSINESS: Caitlin Barbee, Zoning Inspector, presented the following items:

- Zoning Commission Meeting Rescheduled: The meeting scheduled for next week will be rescheduled - likely March 2 - because Chairman Jeff Zech has a

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scheduling conflict. The swearing-in for Kim Wickham will be rescheduled for the next Trustees' Meeting on Feb. 23, 2022; Zoning Inspector Barbee will notify Ms. Wickham.

- Date Needed for Elkins Public Hearing before Trustees: After discussion, it was determined the public hearing will be scheduled for Wednesday, February 23, 2022 at 5:30 p.m. at the Greenfield Township Firehouse, prior to the Greenfield Township Trustee's meeting.

Ms. Barbee noted the final three items of business were to be addressed by Trustee Cotner:

- Fairfield County Land Bank Demolition Grant - two properties previously identified for demolition:
 - Fisher Property
 - 1835 Carroll Southern Road

Trustee Cotner was planning to reach out to the Fisher family regarding their property; however, it is unknown whether he was able to get in contact with them.

Also, a letter had been sent to the property at 1835 Carroll Southern Road; however, there's no other address or phone numbers listed for them. Ms. Barbee also included a copy of the Fairfield County Land Bank form/information with the letter. Carol Jessie Williams is the name of the land owner on record. Ms. Barbee has been in touch with the Land Bank and they recommended the Township proceed with submitting their information even though the deadline is approaching. The state can then respond accordingly.

- Abandoned Black Truck on State Route 158: Ms. Barbee reported the property where the truck is located is jointly owned; however, the male owner is deceased. She did send a letter to the female owner. Discussion continued as to what the Township wants the owner to do about the truck, i.e. contact the Township and they will make arrangements to remove the vehicle; or direct her to have the vehicle removed. It was determined that the owner's options would be discussed with her if and when she contacts the Township.

- Junk Cars at Rental Property on State Route 158: There has been no other action or activity on this matter.

- Signature Page for Zoning Resolution: Signatures are needed on this amended document. Both Trustees present signed the document. Trustee Cotner will sign at a later date.

ROAD AND CEMETERY DEPARTMENT BUSINESS: Tom Shafer, Road & Cemetery Superintendent, reported on the following items:

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- Reserve at Farms Creek: Tom reported the road specifications have not been changed on the amended plans. He'd like to see an additional eight to ten inches of aggregate added to the road specs. He plans to reach out to the subdivision engineer to discuss this with him. Trustee Searle also recommended that Tom re-send his previous email with this recommendation so it will be on the agenda when the Subdivision Regulations subcommittee meets again.
- Salt Status: Tom reported having 125-150 tons of salt left on the contract. There's approximately 450 tons on-hand at this time. He'd like to wait until spring or summer to check the price and order more salt then; the money is budgeted for the purchase of salt.
- Call-Back Pay for Part-Time Employee: Tom explained he had added call-back pay on the last payroll (Pay Ending 2/5/2022) for part-time employee Doug Shaw. This was for all of the hours of snow plowing that was being completed. However, Fiscal Officer Wyne questioned him regarding the call-back and advised it would need the board's approval and suggested he bring it up at the 2-9-22 meeting. Fiscal Officer Wyne explained that call back pay is normally paid to an employee who has previously worked their scheduled day but then is asked to return to work before their next scheduled work day. After discussion, the Board agreed the call-back pay would be paid for part time employees hired for snow detail as they are helping the township. Trustee Searle made a motion to pay part-time employees an hour of call-back pay (one half-hour to come into work; one half-hour to go home from work) for coming in to plow snow for the Township, retroactive to January 1, 2022. Trustee Kosch seconded the motion.
ROLL CALL: Kosch: Yes Searle: Yes Motion passed 2-0
- Snow Plowing/Snow Removal Equipment: Tom discussed all the snowplowing activity that has been happening recently. Trustee Kosch inquired about specific roads and areas that needed to be plowed. Lengthy discussion continued concerning specific trucks and blades being used, and the way these blades perform on the various roadways, especially those that were chipsealed last year. Depending upon the angle of the blade and the type/style of snow plow blade, there has been some disruption to last year chip sealed roads. Tom explained that he would be looking into purchasing a different type of material - polymer - for the chip seal work to be completed later this year in the hope that it will hold up better against the snow plowing that needs to be done. It was also noted that the weather conditions, i.e. ice, then snow and the freezing temperatures, contributed to making it very difficult for plowing. Trustee Searle thanked the Road Department for doing a good job with keeping the roads cleared.
- Deed Transfers: Trustee Searle raised the issue of cemetery deed transfers that was discussed at the January 26th meeting and inquired if Tom had done anything on this. Tom advised no. Fiscal Officer Wyne stated that she had been in contact with

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Amy at the Prosecutor's Office, and Amy will be forwarding information to her about this issue. It can be revisited once the information is received.

FIRE DEPARTMENT BUSINESS: Chief Brad Smith presented the following items:

- **AFG Grant Funds:** Chief Smith explained the EHP - environmental review - had been conducted as part of the process for installing the Cascade system. The majority of the Cascade system and RIT (Rapid Intervention Team) pack will be paid for with federal money; however, a portion will need to be paid by the Department/Township. The grant award totals \$47,962.86. The Township will need to pay \$2,398.14. The quotes came back as: Cascade: \$46,361; RIT Pack: \$3,960. A price increase will occur in March 2022. There are two different vendors: Breathing Air for the Cascade system; Atlantic Emergency Solution for the RIT Pack. Fiscal Officer Wyne asked to have this tabled until the next meeting on Feb. 23, 2022, a resolution will need to be completed and presented for the Boards' approval.
- **Levy Information:** All the paperwork has been submitted to the Board of Elections. There will be a meeting scheduled soon to review the information and issue numbers.
- **Vehicle Incident:** There has been no update on this incident. Chief Smith is still waiting for the homeowner to give him a quote.
- **ODNR Webinar:** Chief Smith attended a webinar today which was presented by the Ohio Department of Natural Resources. It concerned revitalizing the township and parks, and potentially adding parks to the township. They also discussed water protection areas. Chief Smith plans to research Mt. Zion, as well as looking at providing more trails at Greenfield Lake.
- **Additional Training Hours Needed:** Chief Smith raised the issue of two employees, Sean Tobin and Colin Osterman, who need additional educational hours. Their training hours allotment of 50 hours is about to be depleted due to attending Fire Officer 1 training already this year. They are scheduled to attend inspector training later this month. Chief recommends an additional 50 hours of training for each of them. Trustee Searle moved to grant an additional 50 hours of training time to Sean Tobin and Colin Osterman. Trustee Kosch seconded the motion.
ROLL CALL: Kosch: Yes Searle: Yes Motion passed 2-0
- **New Medic:** Trustee Searle inquired about the status of the new medic. Chief Smith confirmed the price was locked in by the Burgess Company based on the discussion and recommendation at the last Trustee Meeting. Burgess is waiting on the design blueprints to finalize everything. This is a four to five week turnaround time. Once that is received, they will present it to the Department. Fiscal Officer Wyne noted that the contract will need to be reviewed by Amy at the Prosecutor's Office, as well as

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herself, before it can be presented for approval. This will need to occur before a resolution can be done. Fiscal Officer Wyne stated if she is doing the resolution, information will need to be provided to her.

- Abandoned Truck on State Route 158: The Sheriff's Deputy who was present at the last meeting had investigated information regarding the truck, and reported back. He asked Licking County to check on the resident associated with the truck, Matthew Bailey, who was listed as living in Etna, Ohio. However, Mr. Bailey no longer lives at that address. There is also no confirmed phone number for him. Zoning Inspector Barbee thanked the deputy for his investigation into this, and confirmed that she will continue her process of reaching out to the property owner listed. A letter has been sent to that person, and Ms. Barbee is awaiting a response to determine next steps in the process.

FROM THE TRUSTEES: No business to discuss.

Motion to adjourn was made by Trustee Kosch; seconded by Trustee Searle.

ROLL CALL: Kosch: Yes Searle: Yes Motion passed 2-0
Meeting adjourned at 6:49 p.m.